

## **SECTION 50**

### **PAYMENT**

- 50.01 A staff member shall be paid bi-weekly. Bi-weekly pay will be determined by dividing the annual salary by 26.0892.
- 50.02 A staff member's salary and authorized expense claims shall be paid by direct deposit into an account of the staff member's choice in a bank, trust company, or credit union. To facilitate this operation, each staff member shall maintain an account in a chartered bank, trust company, or credit union that is capable of receiving and accounting for funds by electronic transfer in an efficient manner. A staff member's pay advice will be available by electronic means normally no later than the business day immediately preceding the deposit day for the pay period.
- 50.03 Notwithstanding the generality of 50.01 and 50.02, a staff member whose employment is terminated shall normally be entitled to receive final salary payment by direct deposit on the date of termination or as soon as possible thereafter.